

THE CITY OF SALISBURY
HUMAN RESOURCES DEPARTMENT
City Office Building
132 North Main Street, 2nd Floor
P. O. Box 479
Salisbury, NC 28145-0479



EMPLOYMENT OPPORTUNITIES

Management Analyst – Internal Only

Your Career, Your Community

As a Management Analyst in the City of Salisbury, you can make a difference! The Financial Services Department is seeking motivated candidates who will perform difficult administrative work analyzing procedures to evaluate City operations and make recommendations for improving productivity. Main duties include but are not limited to tracking, maintaining, and monitoring financial status of various funds and departments; assisting with preparing annual operating and capital budgets; performing analytical reviews and statistical analysis of trends; preparing special financial cost analysis on various projects; and reviewing and analyzing departmental programs. Join our team for a rewarding career that includes many benefits such as: 401K, Wellness Clinic, Insurance and more.

Minimum Requirements:

- Bachelor's degree with concentration in accounting, finance, or a related field and moderate experience in accounting work, preferably in a municipal setting, or equivalent combination of education and experience
- Valid driver's license in the State of North Carolina
- Ability to conduct detailed research and prepare reports and findings

Closing Date: September 17, 2014
Salary range: \$43,570.06 - \$59,622.18

Please apply online at www.salisburync.gov/hr

For questions please call/visit:

City of Salisbury Human Resources Department, City Office Building, 132 North Main Street, 2nd Floor. Phone: (704) 638-5217.

The City of Salisbury prohibits discrimination on the basis of race, color, national origin, sex, veteran status, sexual orientation, religion, age or disability in employment or the provision of services.

The City of Salisbury is a Drug Free Workplace
Job Opportunities Hotline: (704) 638-5355